

**SHREWSBURY'S ELECTRIC LIGHT PLANT
&
SHREWSBURY'S COMMUNITY CABLEVISION**

COMMISSION MEETING

August 4, 2003 – 7:00 PM

MINUTES

**PRESENT: S. DAVIS
C. JEFFERSON, Jr., Chairman
R. LUTZ
P. LYONS-GALLO
A. TRIPPI**

ABSENT: NONE

OTHERS

**PRESENT: T. JOSIE
F. PAIKA
W. CULLEN
T. DESILETS**

1. Approve Bill Schedules

The bill schedules were reviewed and approved as presented.

2. Minutes – Light Commission Meeting – June 23, 2003

A motion:

To approve the minutes of the June 23, 2003 Light Commission meeting was made by A. Trippi and seconded by C. Jefferson, Jr.

After a brief discussion, the motion was voted unanimously to accept the minutes with corrections to Page 3, Paragraph 9 – add “tax deferred annuity” and Page 4, June Tomaiolo’s term expired June 30, 2003.

3. Video On Demand Proposal

In order that SCC stays current with the newest technology, T. Josie asked the Light Commission to consider adding *Video On Demand* (VOD) to SCC's present list of offerings.

He explained that VOD is similar to Pay-Per-View where the customer orders the movie/event via their remote control/Digital converter box however there are more movies/events to choose from and the customer would have more control via a VCR type set-up. There's a companion product called *Subscription Video On Demand* (SVOD.)

No final decisions on pricing or a pricing structure have been made however there have been preliminary discussions and various options were being investigated.

He presented cost estimates and schedules for adding the services to SCC's list of offerings.

The Commission discussed the alternative of launching the service now versus waiting.

After further discussion,

A motion:

To amend the 2003 Capital Budget by adding \$410,000 for the purpose of installing and operating a Video On Demand system was made by C. Jefferson, Jr. and seconded by A. Trippi.

After no further discussion, the motion was voted 4 in favor, one opposed.

4. UMass Renting Space at Maxtor

T. Josie reported that the purpose of this agenda item is informational. It is his opinion that the most important issue is that this large facility will be occupied as opposed to be left vacant which will be good for the Town of Shrewsbury.

UMass at Maxtor will require a fiber optics link for data services. Terms and conditions for the contract have not been finalized but could include up-front payments by UMass to help defray SCC's capital investment or include all costs in a lease payment arrangement.

5. Email SPAM

As a result of complaints from a number of SCC's Internet customers regarding SPAM, T. Josie asked, "What are SCC's obligation, as an ISP, regarding customers' complaints about email SPAM?"

After investigating a number of software options, he found that there is software whereby an invisible flag can be placed in the header of the email or a flag/statement in the "Subject" line of the email.

A policy question remains – should SCC, as an ISP – particularly a Town ISP, be inserting something in someone's email?

After additional discussion, the Commission concluded that SCC would continue to investigate SPAM filtering software that will be available to customers as an "opt" in basis. Also, SCC will let customers, who have problems with SPAM, know of commercially available products designed to rid their computers of the SPAM.

6. Cash Statements - June

A. Light

The Light Commission reviewed the June Cash Statements for Light.

After a brief discussion, the cash statements were accepted as presented.

B. CATV

The Light Commission reviewed the June Cash Statements for CATV.

After a brief discussion, the cash statements were accepted as presented.

7. Financial Statements - June

A. Light

T. Josie commented that benefits are still being realized as a result of the high kilowatt sale this past winter. He went on to report on the present status of Stranded Investment.

The Light Commission reviewed the financial statements further and after a brief discussion, the June Financial Statements for Light were accepted as presented.

B. CATV

The Light Commission reviewed the June Financial Statements for CATV.

After a brief discussion, the June Financial Statements for CATV were accepted as presented.

8. Operating Brief

- The lower speed/lower priced Internet service has been launched. Letters are being sent out on a metered basis in order to avoid being inundated with a flood of orders/installs.
- The Fibertech pole attachment case remains in limbo at the Department of Telecommunications and Energy (DTE). SELP intervened in the Verizon/Mass Electric versus Fibertech case on the same issues. Settlement discussions in this case are underway.
- The search to fill the anticipated vacancy due to the retirement of the current Engineering Manager, Fran Paika, continues. Interviews may commence the third week in August.

The next Light Commission meeting is scheduled for Monday, September 8, 2003, at 7:00PM.

A motion,

To adjourn the meeting was made by C. Jefferson and seconded by S. Davis.

After no further discussion, the motion was voted unanimously.

Respectfully submitted,

Robert F. Lutz, Clerk
Shrewsbury's Light Commission